

**NEVADA DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATION  
410**

**KEY CONTROL  
(TEMPORARY)**

**Supersedes:** AR 410 (1/21/1992)  
**Effective Date:** 07/19/09

**AUTHORITY:** NRS 209.131

**RESPONSIBILITY**

The key control function will be the responsibility of the Associate Warden Operations/Facility Manager.

All staff is responsible to have knowledge of and to comply with this procedure.

**410.01 PROCEDURES**

1. The Department of Corrections will develop and maintain a system of key control which will indicate the location of every key and lock at any hour at each institution/facility.
2. The Department will establish a confidential manual outlining specific key control procedures.
3. Staff will be allowed to bring personal keys into institution/facilities.

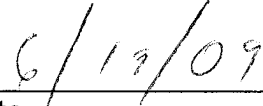
**APPLICABILITY**

1. This regulation requires an Operational Procedure for all institutions/facilities.
2. The regulation requires annual audit by Department Administrators.

**REFERENCES**

ACA Standards: 4<sup>th</sup> Edition, 4-4195

  
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Howard Skolnik, Director

  
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Date